

Minutes

Regular Meeting of the Council of Fundy Albert
Egypt Room, W.H. Steeves House Museum
January 17, 2023, at 7:00 P.M.

PRESENT:

Robert Rochon – Mayor
Loretta Elderkin – Councillor, Ward 2
Jeff Jonah – Councillor, Ward 4
Heather Ward Russell – Councillor, Ward 6
Jillian Hutchinson – Treasurer

John Ereaux – Councillor, Ward 1
Jeff Land – Councillor, Ward 3
James Coates – Councillor, Ward 5
Hanna Downey – CAO/Clerk

CALL TO ORDER

Mayor Rochon called the meeting to order at 6:58 P.M.

ADOPTION OF AGENDA

IT WAS MOVED by *Councillor Elderkin* and seconded by *Councillor Coates* that the agenda be approved as circulated. **MOTION CARRIED** (unanimously).

CONFLICTS OF INTEREST DECLARATIONS

No conflict declared at this time.

ADOPTION OF MINUTES

IT WAS MOVED by *Councillor Land* and seconded by *Councillor Jonah* **THAT** the Minutes from the Special Meeting of Council on January 10, 2023, be approved. **MOTION CARRIED** (unanimously).

APPOINTMENT OF DEPUTY MAYOR

Section 48(3) of the NB *Local Governance Act* requires that Council elect a Deputy Mayor in accordance with the municipality's procedural by-law. Section 19 of By-law No. 2022-03, A By-law Respecting the Proceedings of Fundy Albert Municipal Council and Committee Meetings, requires that the Council elect a Deputy Mayor at its first meeting and annually thereafter. *Mayor Rochon* called for nominations from the Council for the position of Deputy Mayor.

Councillor Jonah nominated *Councillor Land*; the nomination was accepted by Councillor Land.

Councillor Coates nominated *Councillor Elderkin*; the nomination was declined by Councillor Elderkin.

Councillor Ward Russell nominated *Councillor Ereaux*; the nomination was declined by Councillor Ereaux.

Mayor Rochon called for further nominations three (3) times. No further nominations were issued.

APPOINTMENT OF DEPUTY MAYOR – cont’d

IT WAS MOVED by *Councillor Coates* and seconded by *Councillor Ereaux* **THAT** the Council of Fundy Albert cease nominations for the election of Deputy Mayor. **MOTION CARRIED** (unanimously).

Mayor Rochon stated that *Councillor Land* has been elected by the Council to serve as Deputy Mayor for a term of one year. *Mayor Rochon* congratulated *Councillor Land*.

PUBLIC AND ADMINISTRATION PRESENTATIONS

(a) 2023 Village of Fundy Albert Budgets

Mayor Rochon stated that confirmation was received on January 11, 2023, that the General Operating and the Water and Wastewater (Utility) budgets for the Village of Fundy Albert were approved by the Province. *Mayor Rochon* stated these budgets were prepared by the provincially-appointed Transition Facilitator, with limited input from elected officials from the three (3) former incorporated municipalities of Alma, Hillsborough, and Riverside-Albert.

The 2023 General Operating budget for the Village of Fundy Albert is as follows:

Total Budget	\$5,179,702
Less: Non-tax revenue	\$788,241
Net budget	\$4,391,461
Less: Community Funding and Equalization Grant	\$274,915
Warrant to be raised by local tax rate	\$4,116,546

The 2023 General Operating budget contains expenditures as follows:

General Government Services

Expenditures of **\$827,360** - Shared service costs

Protective Services

Expenditures of **\$1,740,052**, including costs for police, fire, by-law enforcement, and emergency measures. Approximately 39% of the total amount represents shared services costs and the remainder, 61% are local service costs.

Transportation Services

Expenditures of **\$1,096, 957** - Almost 100% of which are local service costs to be incurred by the three (3) former incorporated municipalities.

Environmental Health Services

Expenditures of **\$437,743** including costs for solid waste collection – A combination of local and shared services.

Public Health Services

Expenditures of **\$21,582** - Local service costs, including \$5,082 for the Southeast Regional Service Commission Mosquito Control Program for the Coverdale local service area.

PUBLIC AND ADMINISTRATION PRESENTATIONS – cont’d

Environmental and Developmental Services

Expenditures of **\$349,503** – A combination of shared and local service costs.

Recreation and Cultural Services

Expenditures of **\$515,847** - Shared service costs.

Fiscal services

Expenditures of **\$190,658** - A combination of local and shared service costs.

The warrant amount of \$4,116,546 is what is acquired to be collected through local tax rates (the rate per \$100 of assessed value) applied against property assessments for each of the eight (8) separate sub-unit budgets.

The rates for 2023 have been determined to be:

2023 Tax Rates								
	Alma (v)	Alma (ld)	Coverdale (ld)	Harvey (ld)	Hillsborough (v)	Hillsborough (ld)	Hopewell (ld)	Riverside-Albert(v)
2023	1.5669	0.5223	0.5001	0.5616	1.3026	0.4661	0.5226	1.3936
2022	1.5744	0.4950	0.4577	0.5565	1.3289	0.4107	0.5033	1.4533
Change	-0.0075	0.0273	0.0424	0.0051	-0.0263	0.0554	0.0193	-0.0597

(v) = Former incorporated Village (ld) = Former Local Service District

The non-residential rate for 2023 is 1.7 times the residential rate.

The rates identified in the local service districts do not include the rate for road maintenance by the Department of Transportation and Infrastructure.

Water and Wastewater (Utility) Operating Fund Budget

The Water and Wastewater Operating budget and associated residential costs only apply to properties within the serviceable boundaries of the municipal water and wastewater systems.

The Water and Wastewater Operating budget for the Village of Fundy Albert is as follows:

For the local government of Fundy Albert, the total budget for the water and wastewater utility for 2023 includes total revenues of \$1,151,210 and expenditures of \$1,151,210.

Total Budget	\$1,151,210
Less: Revenue from own sources	\$244,488
Less other revenue	\$1,000
Net budget to be raised from user charges	\$905,722

User charges for 2023 are as follows:

System	Water service	Wastewater service	Total User charges
Alma	\$76,540	\$122,590	\$199,130
Hillsborough	\$204,616	\$269,355	\$473,971
Riverside-Albert	\$122,619	\$110,002	\$232,621

PUBLIC AND ADMINISTRATION PRESENTATIONS – cont’d

Average annual cost per household:

System	Water service	Wastewater service	Total Water & Wastewater
Alma	\$356	\$533	\$889
Hillsborough	\$306	\$361	\$667
Riverside-Albert	\$425	\$444	\$869

REPORTS FROM ADMINISTRATION

Chief Administrative Officer

The CAO received two copies of the overall location plan drawings of Fundy Albert, formerly known as Entity 42, from Englobe Corp. The drawings outline the boundary lines of the six (6) wards within Fundy Albert.

The CAO advised the Union of Municipalities of New Brunswick (UMNB) 2023 Orientation will be on February 11 & 12 at the Crown Plaza in Fredericton. The Clerk will register and arrange accommodations for those who plan to attend.

The CAO reminded Council to register for the mandatory Local Governance Orientation Sessions which begin on January 18.

The CAO advised that Alma is currently experiencing issues with a storm sewer located on Main Street. Following a site visit from Englobe, a storm catch basin located in front of civic number 8562 Main Street was found to be full of water and not draining properly. Upon further investigation, it was found that the inlet and outlet pipe of the storm catch basin has a significant accumulation of rocks and tree branches. This storm infrastructure is responsible to collect water from a small brook behind civic number 8562 and drain it across Route 114 to Cleaveland Brook. The Clerk stated that it was initially unclear if the debris could be removed with a hydro-vac truck or if it would require a confined space entry. Following an investigation, a hydro-vac attempt was made and was unsuccessful. It was deemed too dangerous to have someone physically inside the pipe. Englobe presented the following recommended options:

Option No.1 – Spot Repairs & Minor Upgrades

This option consists of only performing spot repairs on the pipe and improving the inlet of the storm pipe. Based on Englobe and Birch Hill’s observations during the flushing activities, it is anticipated that there are two (2) blockages in the pipe, which will require two (2) spot repairs. The first blockage is upstream from the catch basin and is believed to be less of a concern since a lot of water is flowing through the blockage. This spot repair would be outside Main Street and should be resolved with minimal impact on traffic. The second blockage (downstream of the catch basin) is only 4-5 feet away and is suspected to be very hard material. When looking in the pipe at the outfall, we can see the blockage at 15-20ft away, with a lot of rocks that are blocking the pipe completely. It is expected that this spot repair is more significant since it will require more piping, temporary traffic lane closers, and road reinstatement. This is considered a short-term/interim solution, and a rough budget for this option would be in the range of \$30,000.

REPORTS FROM ADMINISTRATION – cont’d

Option No.2 – Full Replacement incl. Engineering Analysis/Design

This option consists of replacing the storm pipe and catch basin completely. A detailed engineering analysis will be conducted to properly size and design the new storm sewer infrastructure and analyze the impact downstream at the outfall. This solution is considered long-term when more budget is available for this type of work. A rough budget would be in the range of \$100,000.

The CAO advised that we are in the exploratory phase of a new water source to accommodate Alma’s water demand. Correspondence with RDC late in 2022 indicated that a project sign is now required at the construction site, and to be installed 30 days prior to construction. As part of their contract, Englobe Corp. had reached out to three sign companies and received one quote. The sign is to be installed on Scenic Drive within our right-of-way. The Director of Operations will be on-site at the beginning of installation to ensure the location will not prohibit access to the well site (including turning movements for truck access), road plowing operations, or any other concerns.

Englobe Corp. has been retained to conduct a preliminary site assessment and geophysical survey in support of Hillsborough’s municipal water exploration. As such it was necessary to conduct a review of background information and past studies, conduct a site visit to review site conditions and conduct a detailed geophysics program in the area of interest, which was originally identified in 2015, and prepare a summary report. Englobe provided a summary and recommendations and the next steps. I will forward this to Council to consider the next steps for water exploration at the identified targets.

The CAO stated that Gordon Wasson of EXP reached out to the former Mayor of Riverside-Albert requesting a meeting with the new Council of Fundy Albert. Mr. Wasson would like to bring the new Council up to speed and lay out the next steps for the water project for Forestdale Road and the filtration system repairs for the water treatment facility.

The CAO advised that the Director of Operations provided quotes for repairs to the 2007 Chevrolet Silverado and 2012 F-350. The recommendation from the Director is to have the repairs done to the 2012 F-350, as outlined in the quote of \$4800 (plus HST).

IT WAS MOVED by *Councillor Land* and seconded by *Councillor Coates* **THAT** the Council of Fundy Albert directs the Chief Administrative Officer to not proceed with the repairs to the 2007 Chevrolet Silverado, and **THAT** the Council of Fundy Albert directs the Chief Administrative Officer to proceed with the repairs to the 2012 Ford F-350. **MOTION CARRIED** (unanimously).

IT WAS MOVED by *Councillor Ereaux* and seconded by *Heather Ward Russell* **THAT** the Council of Fundy Albert adopt the Government of New Brunswick’s Travel Expense Policy, as it relates to the reimbursement for the use of private vehicles. **MOTION CARRIED** (unanimously).

Council discussed the blocked culvert near 8562 Main Street in Alma. *Mayor Rochon* advised he will contact the District Engineer with the Department of Transportation and Infrastructure to discuss assistance from their Department. *Mayor Rochon* indicated he will consult with the MLA, Mike Holland if needed.

REPORTS FROM ADMINISTRATION – cont'd

The CAO received one Incubator Space rental proposal from a local artisan, and one inquiry to rent the same Incubator Space from the Albert County Tourism Association (ACTA). The CAO stated that she had previously requested that ACTA provide a proposal for Council. The Council instructed the CAO to reach out to ACTA to request the proposal be provided to Council before the next regular council meeting in February.

IT WAS MOVED by *Councillor Jonah* and seconded by *Councillor Coates* **THAT** the Council of Fundy Albert approves the 2023 Membership from Albert County Tourism Association (ACTA) for \$300.00. **MOTION CARRIED** (unanimously).

The CAO stated a congratulatory letter was received from Horizon Health, recognizing Mayor Rochon's success in the recent municipal election.

CLOSED SESSION

IT WAS MOVED by *Councillor Elderkin* and seconded by *Councillor Land* **THAT** the meeting enter Closed Session per the NB *Local Governance Act*, SNB 2017, 68 (j)(1) labour and employment matters. **MOTION CARRIED** (unanimously).

Council returned to regular session at 9:45 P.M.

MAYOR & COUNCILLOR STATEMENTS & INQUIRIES

Councillor Land received a complaint from a resident on Fairview Avenue in Hillsborough that the far end of Fairview Avenue (outside of village boundaries) is not plowed. The CAO advised that the winter maintenance contractor provider also reached out to her to notify her that his equipment cannot access the area because there are trees over the road and the ruts in the road are causing damage to his equipment. The CAO brought the concern to the attention of DTI; DTI indicated they are looking into it.

Councillor Coates inquired if there are regulations or rules as to what we can post on our Facebook page to update residents on NB Power restoration timelines. *Mayor Rochon* encouraged Council to continue to direct residents to the NB Power outages website for updates.

Councillor Jonah inquired if community events, such as Canada Day, will continue as they had prior to the amalgamation. *Councillor Jonah* stated that bands/entertainment needs to be booked quickly to prepare for these types of events. *Mayor Rochon* stated that Council can discuss this at an upcoming Committee of the Whole meeting.

Councillor Elderkin advised that concerns were brought forward concerning the waste collection in Riverside-Albert over the holidays and the allowable number of bags. *Councillor Elderkin* stated that she reviewed the by-law and it does not state the maximum number of bags for curbside collection. She stated in the past, residents were notified of a bag limit (4 medium and 2 small for organics). *Councillor Elderkin* stated a resident reached out regarding the nuisance of a raccoon; she provided them with the contact number for the Department of Natural Resources. *Councillor Elderkin* received two calls regarding the road condition in Albert Mines, and she would like to

MAYOR & COUNCILLOR STATEMENTS & INQUIRIES – cont’d

pass these concerns on to DTI. *Councillor Elderkin* stated that the former Mayor of Riverside-Albert received a phone call from Gordon Wasson of EXP to confirm the water project for Forestdale Road and the filtration system project for the water treatment facility have been approved. Mr. Wasson has requested a meeting with the new Council to discuss the next steps.

Mayor Rochon received a call from a Riverside-Albert resident about the sewerage system situation on Water Street. With the power outage being experienced, the concern is that raw sewerage will back up in peoples’ homes in the event of a backflow valve failure. *Mayor Rochon* stated the resident contacted the Director of Operations and it was determined nothing could be done at the present moment. *Mayor Rochon* would like to investigate if the lift station could be hooked up to a generator to address future power outages. *Mayor Rochon* advised he will be attending the Southeast Regional Service Commission Board of Directors Meeting on January 31.

ADJOURNMENT

IT WAS MOVED by *Councillor Land* **THAT** the meeting be adjourned at 10:05 PM.

Robert Rochon, Mayor

Hanna Downey, Clerk